

**AMENDMENT #1
FOR
RFP NUMBER 0A1163**

DATE AMENDMENT ISSUED: December 2, 2015

The State of Ohio, through the Department of Administrative Services, for the Ohio Office of the Lieutenant Governor and the Department of Administrative Services is requesting proposals for:

OHIO BUSINESS GATEWAY (OBG) 3.0

DATE ISSUED:	November 13, 2015
INQUIRY PERIOD BEGINS:	November 13, 2015
INQUIRY PERIOD ENDS:	December 18, 2015
OPENING DATE:	December 30, 2015
OPENING TIME:	1:00 P.M.
OPENING LOCATION:	Department of Administrative Services General Services Division Bid Desk 4200 Surface Road Columbus, Ohio 43228-1313

PRE-PROPOSAL CONFERENCE DATE:	December 10, 2015 Vern Riffe Tower-31 st floor Room West B&C 77 S. High Street Columbus, OH 43215 Time: 1:00 pm to 3:00 pm (Offerors must RSVP for the Pre-Proposal Conference.)
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This RFP consists of five parts and eleven attachments, totaling 130 consecutively numbered pages. Supplements also are attached to this RFP with a beginning header page and an ending trailer page. Please verify that you have a complete copy.

In lieu of taking exceptions to RFP requirements, including but not limited to terms and conditions, scope of work statements, service levels requirements, etc., or providing assumptions that may be unacceptable to the State, offerors are strongly encouraged to use the inquiry process in Part Three of the RFP.

ATTACHMENT ONE: EVALUATION CRITERIA

Mandatory Requirements. The first table lists a mandatory requirement for this RFP. If the offeror’s Proposal meets the mandatory requirement, the offeror’s Proposal may be included in the next part of the technical evaluation phase as described in the next table.

Mandatory Requirement (OHIO BUSINESS GATEWAY 3.0)	Reject	Accept
<p>The offeror, as the prime Contractor, must have performed and completed a Business “One Stop” or *Business-facing Gateway implementation project that is similar in scope to the OBG requirements contained herein for at least one public, state, local, federal agency, *public institution of higher education or large municipality that resulted in any two of the following:</p> <ol style="list-style-type: none"> 1. Use by internal end users greater than 200 (e.g., employee and remote worker use) 2. Use by external end users greater than 50,000 (e.g. general public) 3. Daily system transactions greater than 1,000 4. Annual transaction volumes of greater than \$1 billion 		

Scored Criteria. In the technical evaluation phase, the State will rate the technical merits of the Proposals based on the following requirements and the weight assigned to each requirement:

Mandatory Requirements Scored Criteria	Weight	Does Not Meet	Meets	Exceeds
<p>The offeror, as the prime Contractor, must have performed and completed a Business “One Stop” or *Business-facing Gateway implementation project that is similar in scope to the OBG requirements contained herein for at least one public, state, local, federal agency, *public institution of higher education or large municipality that resulted in any two of the following:</p> <ol style="list-style-type: none"> 1. Use by internal end users greater than 200 (e.g., employee and remote worker use) 2. Use by external end users greater than 50,000 (e.g. general public) 3. Daily system transactions greater than 1,000 4. Annual transaction volumes of greater than \$1 billion 	50	Rejected	5	7

Supplement 1 (OHIO BUSINESS GATEWAY 3.0)					
Scored Criteria	Weight	Does Not Meet	Partially Meets	Meets	Exceeds
Complete Solution Functional Scope, Approach and Requirements: (Sections 2.1 through 2.8 of Supplement 1)	75	0	2	5	7

Supplement One

4.13 Change Management

The State will lead Change Management activities for the transition and establishment of OBG 3.0, however the Contractor must support the activities outlined in ~~*Section 4.16 of~~ this Supplement, also indicated in the Roles and Responsibilities Table in 6.2 of this Supplement. The Contractor must plan to work through the State, or the State's designee, and include the Change Management requirements in their project plan.

Scope and Planning: Change Management (State-owned process recurring for each cycle)

- Support for State-led Change Management activities as applicable
- Monitor agency contacts for change-related issues and escalate to the State
- Help execute strategic communication plan (internal / external) based on defined activities
- Evaluate and continually augment communication plan, tactics, and messaging channels

Deliverable 044: Change Support Documentation - as required to successfully implement and deploy the system to live use within the Ohio operating environment inclusive of production operations, maintenance and ongoing use. In addition the Contractor will (in the context of the overall business changes) support the State in change management and communication to the Ohio business community through providing system specific job-aids, FAQs and other artifacts to inform the business community as to the most effective use of the system.

4.14 Delivery and Deliverable Standards

The Contractor will define, document and submit all standards they intend to utilize in the performance of this project. Once the State approves these standards, variances to standards must be approved by the State prior to implementation of other than standard practices.

The Contractor's work and deliverables will be in accordance with State's approved standards (e.g., SDLC, project management, etc.).

4.15 Project Planning, Delivery and Management Deliverables and Activities

Deliverables and activities have been identified as the minimum required and the State expects them to be completed for the transition, migration and decommissioning. The offeror may include additional deliverables and activities based on their project execution methodology and approach. Departure from this plan by the offeror must be clearly articulated and rationalized in the response.

4.15.1 Project Planning, Delivery and Management Deliverables

Anticipated Project Planning, Delivery and Management deliverables are noted in the graphic below, and map to the activity groups that follow. Note that deliverable boxes that are grayed out in the below graphic are not presented in this Section, but can be found in either Section 2 or Section 5.